

Menlo Family Apartments

1230 S. Menlo Avenue
Los Angeles, CA 90006

60 Apartment Units

1-bedroom, 2-bedroom & 3-bedroom units
Income and other eligibility restrictions will apply.



The Koreatown Youth & Community Center, Inc. (KYCC) and Little Tokyo Service Center (LTSC) are excited to offer the newly constructed Menlo Family Apartments. This building is designed for qualified low-income families including homeless, transitional aged youth, and families with MHSA-eligible children.

Frequently Asked Questions about the application process:

(1) Does anything need to be included with the Application? Yes, a copy of driver's license or other state identification and social security card for all adult household members and a copy of the birth certificate and social security card for all minors in the household.

(2) Is there an application or credit check fee? No, there is no application fee or credit check fee at this time.

(3) Where do I submit my application? Applications will be accepted at 3727 West 6th Street, Los Angeles, CA 90020 between July 9 and July 13, 2012 from 12:00PM to 6:30PM.

(4) Can I submit an application after July 13, 2012? Yes, all applications submitted after July 13, 2012 will be placed on the waitlist in the order that they are received, after all applications submitted prior to July 13, 2012.

(5) How will tenants be selected? All complete applications submitted between July 9 and July 13, 2012 will be entered into a random lottery which will determine the waitlist order by which applications will be reviewed.

(6) How will MHSA tenants be selected? MHSA tenants will be entered into the same lottery with all applications. When a MHSA unit is being processed, property management will go down the waiting list to the next available MHSA-eligible application.

(7) What is the tenant selection criteria? Menlo Family Apartments supports equal housing opportunity that fosters no limitations due to race, color, religion, sex, handicap, familial status or national origin. Along with our dedication to equal housing opportunity, Menlo Family Apartments has specific qualification requirements, such as income restrictions, household size, credit score, background check, rental history, and other regulatory restricted eligibility requirements.



(8) Can I attend the random lottery? Yes, the random lottery will held at 10:00AM on Wednesday, July 18 at 3727 West 6th Street, Los Angeles, CA 90020.

(9) How will I be notified about my lottery number? Property Management will mail out letters to notify all applicants of their number on the waiting list.

(10) If I get a waiting list number, does that mean that I'm accepted for an apartment unit? No, the waitlist number only determines the order by which Property Management will review applications.

(11) Are there any other steps after the Application for Housing? Yes, after Property Management reviews the Application for Housing for completeness, they will run a credit and background check. If the credit and background checks are acceptable, Property Management will contact the applicant to submit income and asset verification documents including, but not limited to, the following:

- 3 months of paystubs and other income verification forms
- 6 months of bank statements and other asset verification forms

(12) Can I get assistance with the application? Application assistance is available during the week of application acceptance between July 9 and July 13, 2012 from 12:00PM – 6:30PM at 3727 West 6th Street, Los Angeles, CA 90020.

(13) Are there age requirements? Anyone signing a lease must be a minimum of 18 years in age.

(14) Can I submit an application before July 9th? No, applications will not be accepted prior to July 9, 2012.

(15) Are there alternative ways of submitting an application? Yes, applications can be mailed to 231 E. 3rd Street #G106, Property Management, Los Angeles, CA 90013. Any mailed applications received between July 9 and July 13, 2012 will be included in the random lottery of July 18, 2012. Mailed applications received after July 13, 2012 will be placed on the waitlist in the order that they are received.

(16) Do I need to be a US citizen to apply? Proof of citizenship is not required with the application.

Frequently Asked Questions about the building:

(17) When will the building open? The building is scheduled to open in mid-November 2012.

(18) Will there be parking on-site? Yes, one parking space per unit (regardless of bedroom size) is available.



(19) What will be the rent? Rents will vary based on income.

(20) What is the building's pet policy? There are no pets allowed in the building.

(21) What utilities are included in the rent? Water and trash are included in the rent. Electricity, natural gas, and telephone utilities are the responsibility of the tenant.

(22) What are the building amenities? The building includes a community courtyard, youth activity center, and on-site parking

(23) Can I sublet the apartment? No, subletting is not allowed in the building.

(24) Do I need to live in the apartment full-time? Yes, the head of household must live in the apartment full-time and any changes to the household composition must be reported to management.

(25) Is this a non-smoking building? Yes, no smoking is allowed inside apartment units. Designated smoking areas are provided in outdoor areas of the building.

(26) What appliances are included in the apartment? Each apartment includes a refrigerator, stove, and dishwasher.

